

**ORDINANCE NO. 2025-8**

**AN ORDINANCE AMENDING ORDINANCE NO. 2022-21, 2022-32,  
2022-45, 2022-49, 2023-18, 2023-34, AND 2024-15 TO EXPAND  
AND REDEFINE THE JOB CLASSIFICATION  
AND COMPENSATION PLAN IN ORDER TO ENHANCE  
EFFICIENT MANAGEMENT WITHIN THE DEPARTMENTS  
OF THE CITY OF MOUNTAIN HOME, ARKANSAS**

**WHEREAS**, the City of Mountain Home, Arkansas, in 1996 did adopt the Job Classification and Compensation Plan (the “Plan”), and said Plan has served the City well since that time; and

**WHEREAS**, the Plan recommends the classification system be reviewed no less than every three years for continuity and fairness; and,

**WHEREAS**, adjustments need to be made to the Plan from time to time to better address the needs of the City of Mountain Home;

**NOW, THEREFORE, BE IT ORDAINED**

**BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN HOME, ARKANSAS:**

**SECTION 1:** It is in the economic interest of the City of Mountain Home to amend the Job Classification and Compensation Plan as it relates to the following:

*REPLACE CURRENT CITY ENGINEER GRADE 37 WITH*

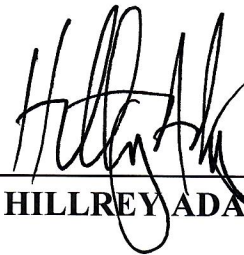
*CIVIL ENGINEER I GRADE 19 AND CIVIL ENGINEER II GRADE 37*

**SECTION 2:** That the position currently listed as City Engineer in the Plan be removed from Grade 37 and replaced with two new positions: Civil Engineer I being added to Grade 19 and Civil Engineer II added to Grade 37.

**SECTION 3:** That all other provisions of the Plan shall remain in full force and effect unless specifically changed by the provisions of this Ordinance.

**EMERGENCY CLAUSE:** The revised Job Classification and Compensation Plan affects the employees of the City's departments, who in turn contribute to the safety and wellbeing of the residents of Mountain Home, Arkansas; therefore, an emergency is declared to exist, and Ordinance shall be in full force and effect from and after its passage.

**PASSED AND APPROVED THIS 20<sup>TH</sup> DAY OF MARCH, 2025.**



**HILLREY ADAMS, MAYOR**

**ATTEST:**



**SCOTT LILES, CITY CLERK**



**Table 4**  
**Position Classifications – 2025**

**GRADE 39 – EXEMPT**

Director – Fire Services  
Director – Police Services  
Director – Parks & Recreation Services  
Director – Finance and Treasury  
Director – Public Works  
Director – Planning & Engineering

**GRADE 37 – EXEMPT**

~~Engineer~~ **Civil Engineer II**

**GRADE 36 – EXEMPT**

Assistant Police Chief  
Assistant Fire Chief  
Assistant Director

**GRADE 35 – EXEMPT**

Chief Financial Officer  
Human Resources Coordinator  
Manager  
Parks Administrative Manager

**GRADE 19 – NON-EXEMPT**

Aquatics Administrator  
**Civil Engineer I**

**GRADE 18 – NON-EXEMPT**

Recreation & Sports Activity Manager  
Building Official

**GRADE 17 – NON-EXEMPT**

Chief Deputy Treasurer  
Chief Court Clerk

**GRADE 16 – NON-EXEMPT**

Deputy Treasurer  
Computer & Software Technician

**GRADE 15 – NON-EXEMPT**

Fire Marshal – Fire Department

**GRADE 14 – NON-EXEMPT**

Battalion Chief – Fire Department  
Plant Supervisor  
Warehouse Supervisor  
Foreman with Water/Wastewater IV  
Maintenance Supervisor  
Buildings Supervisor  
Grounds Supervisor  
Inspector – Fire Department

**GRADE 14 – NON-EXEMPT (cont.)**

CAD Draftsman  
Office Manager / Inventory Comptroller  
Patrol Lieutenant  
SRO Lieutenant  
CID Lieutenant

**GRADE 13 – NON-EXEMPT**

Captain – Fire Department  
Patrol Sergeant  
CID Sergeant  
SRO Sergeant

**GRADE 12 – NON-EXEMPT**

Lieutenant – Fire Department  
Foreman  
Assistant Supervisor  
Office Manager  
Chief Deputy Court Clerk  
Water/Wastewater IV  
Operations Manager  
Patrol Corporal  
CID Corporal  
SRO Corporal  
Code Enforcement Officer  
Stores & Maintenance Clerk  
Outdoor Recreation Programmer  
Recreation Programmer

**GRADE 11 – NON-EXEMPT**

Engineer – Fire Department  
Lab Tech  
Water/Wastewater III  
Patrol First Class  
CID First Class  
School Resource Officer First Class

**GRADE 10 – NON-EXEMPT**

Firefighter  
Plumbing Inspector  
Patrol Officer  
Probation Officer / Work Release Coordinator  
Equipment Operator  
Concrete Finisher  
Mechanic  
Maintenance Operator  
Communications Supervisor, Sergeant  
CID Investigator  
School Resource Officer

## Table 4 Position Classifications – 2025

(CONT. PG.2)

### GRADE 9 – NON-EXEMPT

Mayor's Secretary  
Apprentice Operator / Water Treatment/Sewer Treatment  
Communications Supervisor, Corporal

### GRADE 8 – NON-EXEMPT

Secretary  
Administrative Secretary  
District Court Clerk  
Billing Clerk  
Communications Officer  
Communications Officer/Secretary  
Inventory Clerk  
Meter Maintenance  
Laborer/Truck Driver With CDL  
Sports Field Specialist  
Lead Lifeguard  
Front Desk Attendant  
Building & Maintenance Lead

### GRADE 7 – NON-EXEMPT

Facility Maintenance

### GRADE 6 – NON-EXEMPT

Clerk / Receptionist  
Laborer  
Custodian

### TABLE II

#### Part-Time / Seasonal

### GRADE 5

Code Enforcement Officer  
Pool Manager  
Patrol Officer  
Grant Writer

### GRADE 4

Assistant Pool Manager

### GRADE 3

Radio Dispatcher

### GRADE 2

Clerk/Receptionist  
Lifeguard II  
Recreation Aide II  
Laborer  
Front Desk Attendant

### GRADE 1

Lifeguard I  
Recreation Aide I